

***-JOB POSTING NOTICE (EOE)-***

CLOSING DATE: 03/05/15 (4:30 PM)

STATE JOB TITLE: CORRECTIONAL OFFICER II			STATE JOB CLASS: JD35	
BAND: 04	SALARY RANGE	\$ 026139 - \$ 048361	SPECIAL INCENTIVE: YES	
LEVEL: D	SALARY RANGE	\$ 029408 - \$ 046527	SCEIS POSITION #:	61020813

DESCRIPTION OF DUTIES:

UNDER GENERAL SUPERVISION OF THE SHIFT LIEUTENANT, IS RESPONSIBLE FOR THE OVERALL SUPERVISION OF SUBORDINATE SECURITY ASSIGNED TO THE HOUSING UNITS, AND FOR THE SUPERVISION, CUSTODY AND CONTROL OF ALL INMATES ASSIGNED TO THE HOUSING UNITS. MAKES ROUTINE INSPECTIONS OF THE LIVING AREAS FOR COMPLIANCE WITH SECURITY, SAFETY AND SANITATION STANDARDS. CONDUCTS INVESTIGATIONS OF ALLEGED MISCONDUCT ON THE PART OF INMATES AND SECURITY PERSONNEL ASSIGNED TO THE AREA OF RESPONSIBILITY. ASSISTS IN CONDUCTING FORMAL AND INFORMAL COUNTS. SUPERVISES THE JOB PERFORMANCE, CONDUCT AND APPEARANCE OF ASSIGNED SECURITY PERSONNEL AND PREPARES EMPLOYEE EVALUATIONS. COUNSELS, RECOMMENDS DISCIPLINARY ACTION, AND TRAINS SUBORDINATE STAFF TO REQUIRED STANDARDS OF PERFORMANCE. PREPARES REPORTS AS NEEDED OR REQUIRED.

COMMENTS:

SHIFT/SCHEDULE SUBJECT TO CHANGE. TWO POSITIONS TO BE FILLED FROM THIS ANNOUNCEMENT.